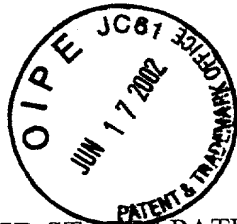


Docket No.: 1262-002



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IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

PATENT OPERATIONS

In re Application of:

**Jodi R. Titus, et al**

Serial No.: 10/032,336

Filed: December 21, 2001

)  
)  
) Group Art Unit: --  
)  
) Examiner: --  
)  
)

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For: **WINDOW TREATMENTS PANELS**

New York, NY 10036  
June 10, 2002

Box MISSING PARTS  
Commissioner for Patents  
Washington, DC 20231

**LETTER TRANSMITTING DECLARATION**

SIR:

In response to the Notice to File Missing Parts of Non-provisional Application-Filing Date Granted (copy enclosed), dated January 24, 2002, in the above -identified application, enclosed herewith are four executed Declarations, two (2) sheets of corrected Formal Drawings Figs. 1-3 and a check for \$435.00 to cover the filing fee and late surcharge fee.

Also enclosed a Petition for Extension of Time with a check for \$460.00.

Applicant claims small entity status under 37 CFR § 1.9.

I hereby certify that this correspondence is being deposited with the United States Postal Service as first class mail in an envelope addressed to:

Box MISSING PARTS  
Commissioner for Patents  
Washington, DC 20231

on June 10, 2002

James V. Costigan, Registration No. 25,669

2002 JUN 10 06:17 PM

Please make the Declaration of record in the present application.

The Commissioner is hereby authorized to charge any additional fees or credit any overpayment to Deposit Account No. 08-1540. A duplicate copy of this sheet is enclosed.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'J. V. Costigan', written over the printed name.

James V. Costigan  
Registration No. 25,669

HEDMAN & COSTIGAN, P.C.  
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| APPLICATION NUMBER | FILING/RECEIPT DATE | FIRST NAMED APPLICANT | ATTORNEY DOCKET NUMBER |
|--------------------|---------------------|-----------------------|------------------------|
| 10/032,336         | 12/21/2001          | Jodi R. Titus         | 1262-002               |

CONFIRMATION NO. 4553

## FORMALITIES LETTER



\*OC000000007358974\*

James V. Costigan, Esq.  
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New York, NY 10036-2646

RECEIVED  
FEB 20 2002  
HEDMAN & COSTIGAN PC

Date Mailed: 01/24/2002

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

## Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.  
*Applicant must submit \$ 740 to complete the basic filing fee for a non-small entity. If appropriate, applicant may make a written assertion of entitlement to small entity status and pay the small entity filing fee (37 CFR 1.27).*
- The oath or declaration is missing.  
*A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.*
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 870.

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
  - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. ( 5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

06/21/2002 MBIZUNES 00000059 10032336

01 FC:201  
02 FC:205

370.00 OP  
65.00 OP

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*A copy of this notice MUST be returned with the reply.*

*Tedus Baile*

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

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